



CONTRA COSTA COUNTY

AGENDA

Aviation Advisory Committee

Thursday, March 12, 2026

10:00 AM

181 John Glenn Drive, Suite 100,
Concord

<https://cccounty-us.zoom.us/j/81584763482>

Call In: (408) 961-3928 or Toll Free (855) 758-1310

Conference Code 815 8476 3482

The public may attend this meeting in person at the above location. The public also may attend this meeting remotely via Zoom or call-in.

Persons who wish to address the Aviation Advisory Committee during public comment or with respect to an item on the agenda may comment in person or may call in during the meeting by dialing (408) 961-3928 followed by the access code 815 8476 3482#. Those participating via Zoom should indicate they wish to speak on an agenda item by using the “raise your hand” feature in the Zoom app. Those calling in should indicate they wish to speak by pushing “#2” on their phone.

Public comments generally will be limited to two minutes per speaker. In the interest of facilitating the business of the committee, the total amount of time that a member of the public may use in addressing the committee on all agenda items is 10 minutes. Your patience is appreciated.

For assistance in advance of the meeting with remote access contact Airports staff at (925) 608-8000 or email Airport.Team@airport.cccounty.us

Agenda Items: Items may be taken out of order based on the business of the day and preference of the Committee

1. Roll Call and Introductions

1.a 2026 AAC Attendance Roster

[26-888](#)

Attachments: [2026 AAC Attendance Roster](#)

2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to two minutes).

3. Approval of the Aviation Advisory Committee's January 8, 2026, Meeting Minutes [26-889](#)
Attachments: [Draft AAC Meeting Minutes 1-8-26.](#)
- 4.a. Accept relevant Staff Reports for January and February 2026 [26-890](#)
Attachments: [January 2026 Staff Reports](#)
[February 2026 Staff Reports](#)
- 4.b. Accept the Airport Noise and Statistics Report for December 2025 and January 2026 [26-891](#)
Attachments: [Noise Abatement Stats December 2025](#)
[Noise Abatement Charts December 2025](#)
[Operations December 2025](#)
[Noise Abatement Stats January 2026](#)
[Noise Abatement Charts January 2026](#)
[Operations January 2026](#)
5. **Action Items**
- 5.a. AAC Officer Elections - Chairperson, Vice-Chair, and Secretary
6. **Airport Business Tenants Forum**
7. **Discussion Items**
- 7.a. AAC Vacancy Update [26-892](#)
Attachments: [AAC Vacancy Update](#)
- 7.b. Hangar Wait List Update [26-893](#)
Attachments: [C83 HWL Applicant List](#)
[CCR HWL Applicant List](#)
- 7.c. Brown Act Memo 2026 [26-894](#)
Attachments: [2026-01-05 Teleconference and Accommodations Memo](#)
- 7.d. **Unleaded Fuel Update**
- 7.d.i. Pacific States Aviation (PSA) Staff [26-895](#)
Attachments: [PSA Unleaded Fuel Pictures](#)
- 7.d.ii. Grant Opportunity [26-896](#)
Attachments: [Marathon Bidder's Conf. Flyer](#)
- 7.e. Recap of Super Bowl
-

7.f. Update on Sewer Project at CCR [26-897](#)

Attachments: [Sewer Project Exhibit](#)

7.g. Current Airport Economic Impact Statistics [26-898](#)

Attachments: [County Airports Division Economic Activity](#)

7.h. Resurrecting Airport Tour Program (Volunteer Opportunities)

8. Potential Future Agenda Items

9. Adjourn

The next meeting is currently scheduled for May 14, 2026 at Byron Airport, 500 Eagle Ct. Byron, at 10:00 AM.

The next Airport Committee meeting is currently scheduled for June 11, 2026, at 10:00 AM.

The Committee will provide reasonable accommodations for persons with disabilities planning to attend the Committee meetings. Contact the staff person listed below at least 72 hours before the meeting. Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Committee less than 96 hours prior to that meeting are available for public inspection at 181 John Glenn Drive, Suite 100, Concord, CA 94520, during normal business hours. Staff reports related to items on the agenda are also accessible online at www.contracosta.ca.gov. If the Zoom connection malfunctions for any reason, the meeting may be paused while a fix is attempted. If the connection is not reestablished, the committee will continue the meeting in person without remote access. Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

For Additional Information Contact: Buchanan Field Airport at (925) 608-8000 or email: Airport.Team@airport.cccounty.us



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-888

Agenda Date: 3/12/2026

Agenda #: 1.a

AVIATION ADVISORY COMMITTEE

ATTENDANCE ROSTER FOR 2026

AAC Members	Representing	Contact Information	Jan 8	Mar 12	May 14 C83	July 9	Sept 10	Nov 12	Total # Just Cause 1,2,3	Total #	Total # ABS
Vincent Salimi	District 1 (No longer in District 1)	Vincent@SalimiCM.com	Y								
VACANT	District 1	VACANT	---								
Elizabeth Leddy	District 2	elizabeth.leddy@gmail.com	Y								
VACANT	District 3	VACANT	---								
Gareth Ashley	District 4	gjashley@gmail.com	ABS								
Christopher Baker	District 5	cirruspro@hotmail.com	ABS								
Keith McMahan	City of Concord	keithmcmahan@gmail.com	Y								
Richard Celestre	City of Pleasant Hill	Richc.ph.aac@gmail.com	Y								
Shawn Stappen	Member at Large 1	smstapp@gmail.com	Y								
Eric Meinbress	Member at Large 2	ericmeinbress@comcast.net	Y								
Emily Barnett	Member at Large 3	emilyebarnett@gmail.com	Y								
Peter Baker	Airport Neighbor - Pacheco	peter@finack.com	Y								
VACANT	Airport Neighbor – Byron	VACANT	---								
VACANT	Airport Bus. Assoc.	VACANT	---								
Was There a Quorum? Y or N			Y								

ABS = Absent, Y = Present, JC 1, 2, or 3 = Just Cause provision (1), (2), or (3)

TERM EXPIRATION AND TRAINING CERTIFICATION

AAC Members	Representing	Term Expiration Date	Brown Act & Better Gov't Ordinance Video Completion Date	Ethics Orientation for County officials Completion Date	Implicit Bias for County officials Completion Date
Vincent Salimi	District 1	2/28/26	6/11/2025	6/11/2025	6/11/2025
VACANT	District 1	VACANT	VACANT	VACANT	VACANT
Elizabeth Leddy	District 2	2/28/27	1/23/2026	1/23/26	1/23/26
VACANT	District 3	VACANT	VACANT	VACANT	VACANT
Gareth Ashley	District 4	2/28/26	9/2/2025	9/2/2025	9/2/2025
Christopher Baker	District 5	2/28/26	8/1/25	8/1/25	8/1/25
Keith McMahan	City of Concord	2/28/28	6/27/25	6/27/25	6/27/25
Richard Celestre	City of Pleasant Hill	2/28/27	10/26/25	10/27/25	9/8/25
Shawn Stappen	Member at Large 1	2/28/27	8/28/25	8/28/25	8/28/25
Eric Meinbress	Member at Large 2	2/28/26	10/2/25	10/2/25	10/2/25
Emily Barnett	Member at Large 3	2/28/28	4/22/2024	4/22/2024	1/18/24
Peter Baker	Pacheco Neighbor	2/28/27	5/18/24	7/4/24	4/27/24
VACANT	Byron Neighbor	2/28/25	VACANT	VACANT	VACANT
VACANT	Airport Bus. Assoc.	2/28/25	VACANT	VACANT	VACANT



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-889

Agenda Date: 3/12/2026

Agenda #: 3.



CONTRA COSTA COUNTY

Committee Meeting Minutes

Aviation Advisory Committee

Thursday, January 8, 2026

10:00 AM

Buchanan Field Airport
181 John Glenn Drive, Suite 100, Concord

<https://ccounty-us.zoom.us/j82582758074>

Call In: (214) 765-0478 or Toll Free (888) 278-0254

Conference code: 232255

The public may attend this meeting in person at the above location. The public also may attend this meeting remotely via Zoom or call-in.

Persons who wish to address the Aviation Advisory Committee (AAC) during public comment or with respect to an item on the agenda may comment in person or may call in during the meeting by dialing (214) 765-0478 followed by the access code 232255#. Those participating via Zoom should indicate they wish to speak on an agenda item by using the “raise your hand” feature in the Zoom app. Those calling in should indicate they wish to speak by pushing “#2” on their phone.

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Agenda Items: Items may be taken out of order based on the business of the day and preference of the Committee.

1. Roll Call and Introductions

Chair Stappen called the hybrid meeting to order at 10:02AM. He remarked that the AAC was established 49 years ago. He welcomed everyone and thanked the Committee members for continuing to support this endeavor for the County, advising the Board of Supervisors, providing a forum for the public, and the users of the airports to ensure that there is engagement with our community and a viable airport system.

Present	Peter Baker, Richard Celestre, Elizabeth Leddy, Keith McMahon, Eric Meinbress, Vincent Salimi, and Shawn Stappen
Absent	Gareth Ashley, and Christopher Baker
Late	Emily Barnett

- 1.a. 2025 Aviation Advisory Committee Attendance Roster [25-5470](#)

Attachments: [2025 AAC Attendance Roster](#)

2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to two minutes).

There were no items brought up during public comment.

3. Approval of the Aviation Advisory Committee's November 13, 2025, Meeting Minutes [25-5471](#)

Attachments: [DRAFT AAC Meeting Minutes 11-13-25](#)

Motion: McMahon

Second: Celestre

Aye: Baker, Celestre, Leddy, McMahon, Meinbress, Salimi, and Stappen

Absent: Ashley, and Baker

Late: Barnett

Result: Passed

4. Consider Consent Items

- 4.a. Accept relevant Staff Reports for November and December 2025 [25-5472](#)

Attachments: [November 2025 Staff Reports](#)
[December 2025 Staff Reports](#)

Motion: Celestre

Second: Leddy

Aye: Baker, Celestre, Leddy, McMahon, Meinbress, Salimi, and Stappen

Absent: Ashley, and Baker

Late: Barnett

Result: Passed

- 4.b. Accept the Airport Noise and Statistics Report for October and November 2025

[25-5473](#)

- Attachments:**
- [Noise Abatement Stats October 2025](#)
 - [Noise Abatement Charts October 2025](#)
 - [Operations October 2025](#)
 - [Noise Abatement Stats November 2025](#)
 - [Noise Abatement Charts November 2025](#)
 - [Operations November 2025](#)

Chair Stappen noticed that the Operations Report for November 2025 showed that there was a 9% decrease in local operations. Director Baer confirmed that due to the recent weather pattern bringing heavy fog, operations have been drastically reduced.

- Motion:** Celestre
Second: Leddy
Aye: Baker, Celestre, Leddy, McMahon, Meinbress, Salimi, and Stappen
Absent: Ashley, and Baker
Late: Barnett
Result: Passed

5. Action Items

5.a. Business Association Seat Update - Recommend Proposed Changes to AAC Bylaws [25-5474](#)

Director Baer explained that this item has been discussed in the past starting back in September 2024 as the Business Association seat is not defined within the AAC Bylaws. This Committee tasked him with contacting the County Administrator's Office, and the Clerk of the Board to explore how to create a bonafide business association. He outlined his efforts to meet with the original members of the association with no success, as there was no interest in establishing or maintaining such an association.

In view of this, Director Baer recommended 1) to eliminate the Business Association Seat, and 2) adding a standing "Airport Business" item to all the future AAC agendas to ensure that airport businesses still have a forum to share concerns or proposals. This would also prevent the potential conflicts of interest where members would have to recuse themselves, 3) to eliminate one Member-at-Large #1 seat, 4) to reduce the number of seats from 13 to 11, and 5) to lower the quorum count from seven to six. Director Baer recapped that since Member-at-Large #1 is currently taken by Chair Stappen and since this seat is being eliminated, Chair Stappen who resides in District 3 will apply for that vacancy. Thus, the proposed changes to the bylaws will not affect the current make-up of the Committee.

A motion to adopt the recommendation was made.

Motion: Celestre

Second: Leddy

Aye: Baker, Barnett, Celestre, Leddy, McMahon, Meinbress, Salimi, and Stappen

Absent: Ashley, and Baker

Result: Passed

- a) Revise Section III to eliminate Business Association Seat
- b) Revise Section III to eliminate one Member-at-Large position (Member-at-Large 1)
- c) Revise Section VI to reduce Quorum requirement from 7 to 6

5.b. Recommend staff adds a standing AAC agenda item for Business entities

6. Discussion Items

6.a. AAC Vacancy Update

[26-01](#)**Attachments:** [AAC Vacancy Update](#)

Director Baer reminded everyone that the terms for District 1, 4, 5, and Member-at-Large #2 will expire on February 28, 2026. District 3, Airport Neighbor and Airport Business Association have been vacant for a while. However, with the action taken in item 5.a. Chair Stappen will apply for the District 3 vacancy, Airports Business Association will be eliminated, and Airports staff will continue to recruit for Byron Neighbor seat.

6.b. Unleaded Fuel Update

[25-5475](#)**Attachments:** [Pacific States Aviation \(PSA\) UL94 Avgas](#)

Ian Mannix, Line Service Manager with Pacific States Aviation (PSA) announced that Unleaded Avgas UL94 was delivered on December 30, 2025. He recapped that PSA in conjunction with the Contra Costa County Airports has been working to bring unleaded fuel alternative to the Buchanan Field Airport in the form of Swift Fuels Avgas UL94. PSA will be ready to roll out fuel to the public after they are done testing the fuel on their own fleet of 13 aircraft.

Director Baer congratulated the PSA team for all the efforts to bring the UL94 Avgas in 2025. Once PSA has completed the fuel testing, Airports will send out a press release to the pilot community and general public and the announcement will be posted on all social media platforms.

Committee members requested to send the press release to AOPA, and the AAC members, and to add UL94 statistics report to the AAC Agenda packet.

6.c Hangar Waiting Lists Fees and Process Update

This item was not addressed as it was a formatting issue.

6.d. Airport Development Items[25-5476](#)

Attachments: [CCR Development Exhibit January 2026](#)
 [C83 Development Exhibit January 2026](#)

Director Baer explained that the CCR Development Map has been updated as follow: 1) 14-Acres has been divided in sections and one of those sections was designated for Fire Station 9 but ConFire decided not to pursue the construction of their station. This section continues to be available for development. However, the west side of the Airport is challenging due to the drainage issues, 2) 3-Acres has been under lease, but has not been developed yet, 3) 16-Acres, Montecito Development is for non-aeronautical use and currently working on their entitlement process, Draft Environmental Impact Report (DEIR) and a lease with the Airport, 4) 11-Acres, a developer is interested in building large hangars but this project is currently on pause awaiting for additional information, and 5) 4.6-Acres, this is a non-aeronautical project that has been completed. It's currently a self-storage that is doing well and growing fast.

The C83 Development Map depicted all the potential areas available for aeronautical use at Byron, the 36-Acres for non-aeronautical use, and the aeronautical area currently under construction for Urban Air Mobility, LLC. The challenges for any future developments at Byron are water and sewer.

6.e. Recap of Santa's Jolly Landing Event on December 13, 2025[25-5477](#)

Attachments: [Santa's Jolly Landing Event](#)

Director Baer thanked all of those who attended, as it was a very successful event. There will be a debrief with staff and the AAC members followed by a debrief with REACH to ensure everything goes smoothly next year. Airport businesses participated and there was a raffle, which raised money for the Food Bank, equivalent to over 3,100 meals. All the attendees had the option to take photos with Santa and received a free copy instantly via email.

7. Potential Future Agenda Items

- *Unleaded Fuel Update*
- *Discuss Memo from Clerk of the Board regarding the Brown Act*

8. Adjourn

Chair Stappen adjourned the meeting at 11:00 AM.

The next meeting is currently scheduled for Thursday, March 12, 2026, at 10:00 am.

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DRAFT



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-890

Agenda Date: 3/12/2026

Agenda #: 4.a.

**Contra Costa County
Board of Supervisors
Approved Staff Reports
Relating to County Airports**

The following certified Staff Reports are attached:

1/13/26 *APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with N18MD Aviation LLC, for a north-facing T-hangar at Buchanan Field Airport effective Jan 1, 2026, in the monthly amount of \$394, Pacheco area (100% Airport Enterprise Fund). [26-38](#)*

**Contra Costa County
Board of Supervisors
Approved Staff Reports
Relating to County Airports**

The following certified Staff Reports are attached:

2/10/26 *APPROVE the rescission of the Guarantee of Lease executed by Mary Dodge and Michael Dodge as part of the Board approved Consent to Assignment for the Buchanan Fields Golf Club lease on October 12, 2023, Pacheco area. (100% Airport Enterprise Fund) TMP-15289*



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-891

Agenda Date: 3/12/2026

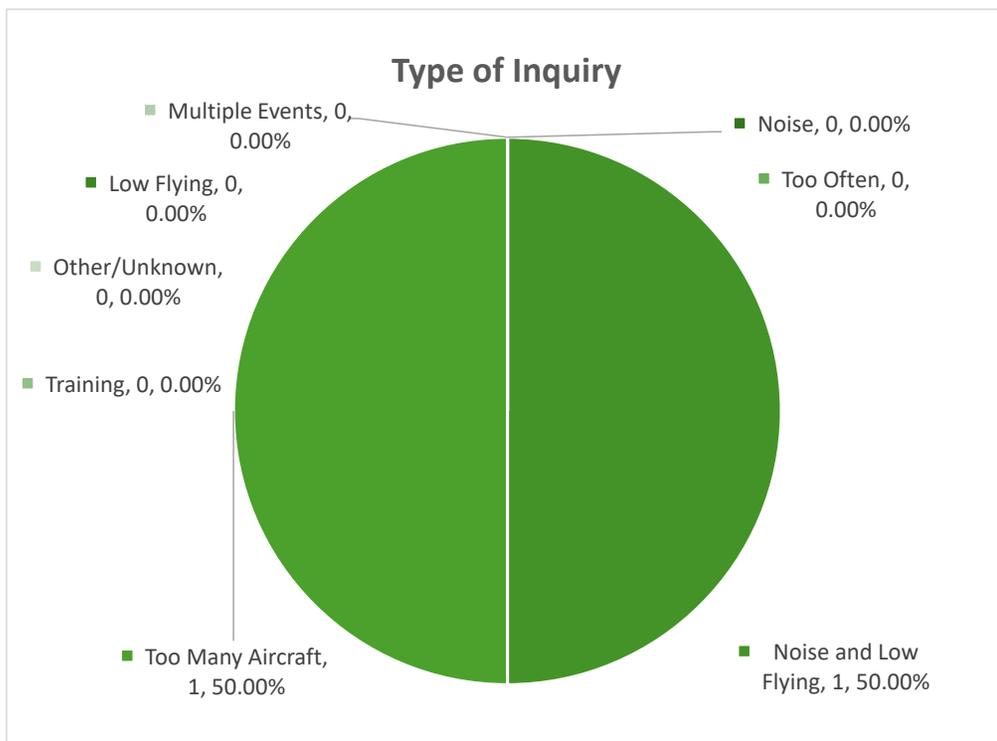
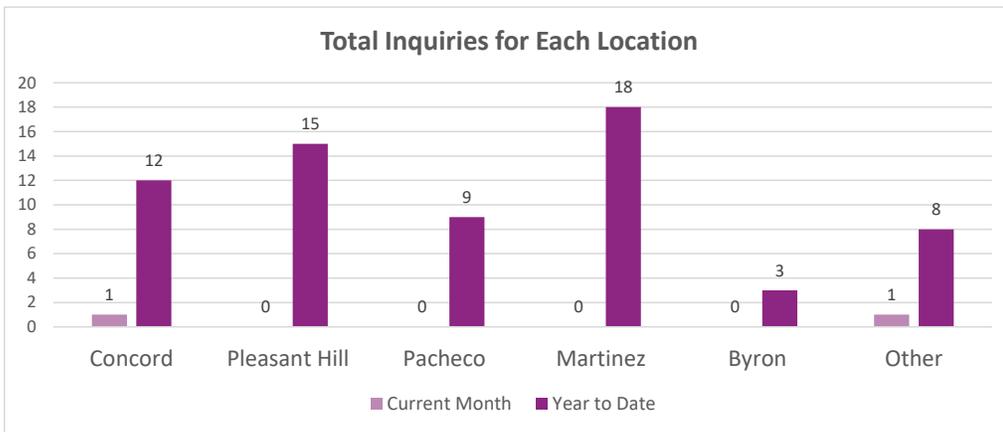
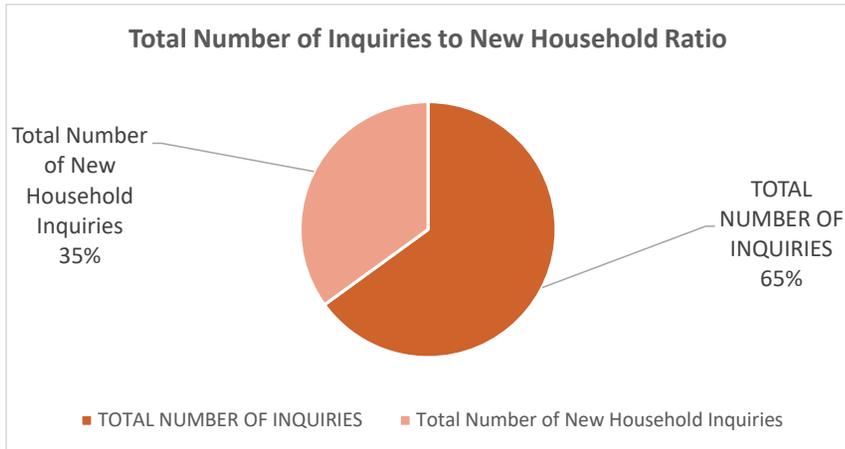
Agenda #: 4.b.

Noise Abatement Statistics

Dec-25

	# Of Callers	Inquiries		YTD	YTD	% CHANGE
	2025	2025	2024	2025	2024	
	TOTAL NUMBER OF INQUIRIES	2	2	4	65	100
Total Number of New Household Inquiries	1	1	1	35	44	
LOCATION OF INQUIRIES						
Concord	1	1	1	12	19	-37%
Pleasant Hill	0	0	1	15	31	-52%
Pacheco	0	0	1	9	4	125%
Martinez	0	0	0	18	29	-38%
Byron	0	0	0	3	0	300%
Other	1	1	1	8	17	-53%
Subtotal	2	2	4	65	100	-35%
Special Events	0	0	0	0	0	0%
Total Number of Inquiries	2	2	4	65	100	-35%
INQUIRIES ASSOCIATED WITH						
Buchanan Field Airport		2	3	46	82	
Byron Airport		0	1	3	1	
Law Enforcement/Life		0	0	6	8	
Military		0	0	3	10	
Non-associated		0	0	7	13	
TIME OF INCIDENT						
Day (0700 - 1700)		2	3	36	72	
Evening (1700 - 2200)		0	0	14	12	
Night (2200 - 0700)		0	1	15	13	
All Times		0	0	0	2	
TYPE OF INQUIRY						
Noise		0	1	21	44	
Low Flying		0	0	13	11	
Noise and Low Flying		1	2	20	33	
Too Many Aircraft		1	1	8	5	
Too Often		0	0	1	0	
Training		0	1	1	17	
Multiple Events		0	0	0	0	
Other/Unknown		0	0	2	8	
TYPE OF AIRCRAFT						
Jet		0	0	12	13	
Single Engine		2	0	31	41	
Multi Engine		0	2	3	9	
Helicopter		0	2	8	21	
UAS		0	0	3	0	
All Types		0	0	1	0	
Unknown		0	0	7	11	
TOTAL AIRCRAFT OPERATIONS		3,641	5,995	88,786	93,528	-5%
INQUIRIES PER 10,000 OPERATIONS		5	7	7	11	-32%
INQUIRIES PER 10,000 OPERATIONS - BUCHANAN ONLY		5	5	5	9	-41%

Noise Abatement Charts December-25



Dec-25

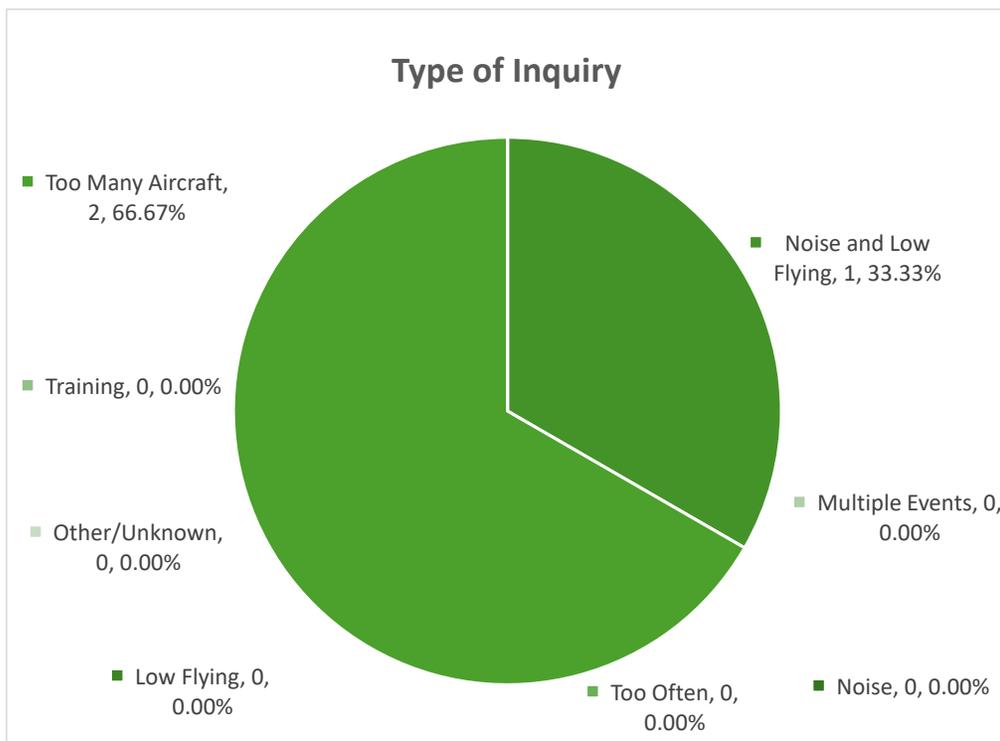
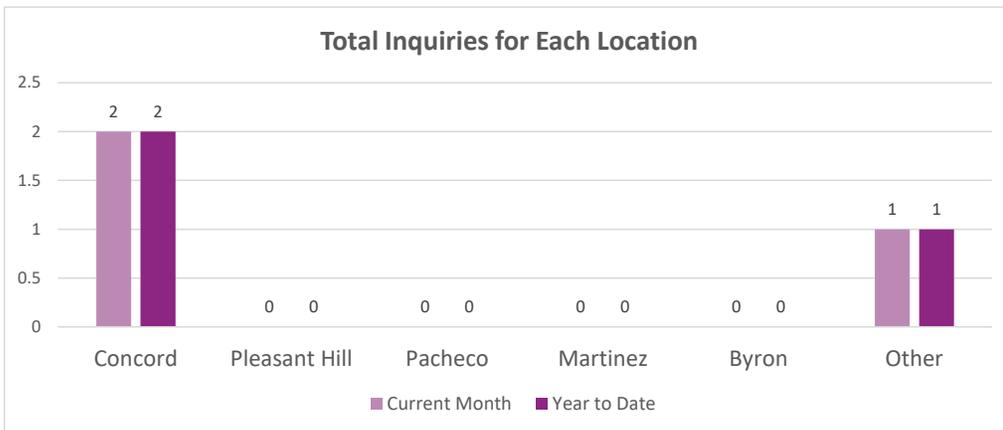
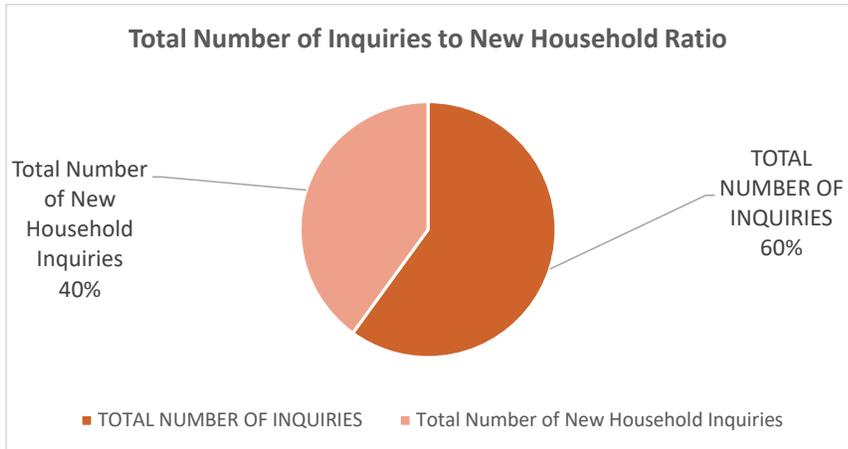
	Dec 2025	Dec 2024	YTD 2025	YTD 2024	% CHANGE 2025/2024
AIRCRAFT OPERATIONS					
Total Operations	3,641	5,995	88,786	93,528	-5%
Local Operations	1,568	3,058	42,892	48,661	-12%
Itinerant Operations	1,972	2,784	43,690	41,850	4%
Total Instrument Ops	101	153	2,204	2,260	-2%
BUCHANAN FIELD AIRPORT					
Fuel Flowage:					
100 Octane	5,653	8,264	136,735	146,740	-7%
Jet Fuel	94,416	103,717	1,334,459	1,315,082	1%
Total	100,069	111,980	1,471,194	1,461,822	1%
BYRON AIRPORT					
Fuel Flowage:					
Byron 100 Octane	1,373	2,646	42,424	40,031	6%
Jet Fuel	0	120	30,263	13,322	127%
Total	1,373	2,766	72,687	53,353	36%
Glider Operations	28	0	998	1,857	-46%
Tow Aircraft	118	0	356	437	-19%
Glider Aircraft	118	0	356	437	-19%

Noise Abatement Statistics

Jan-26

	# Of	Inquiries		YTD	YTD	%
	Callers	2026	2025	2026	2025	CHANGE
	2026	2026	2025	2026	2025	
TOTAL NUMBER OF INQUIRIES	2	3	2	3	2	50%
Total Number of New Household Inquiries	2	2	0	2	0	
LOCATION OF INQUIRIES						
Concord	1	2	1	2	1	100%
Pleasant Hill	0	0	0	0	0	0%
Pacheco	0	0	1	0	1	-100%
Martinez	0	0	0	0	0	0%
Byron	0	0	0	0	0	0%
Other	1	1	0	1	0	100%
Subtotal	2	3	2	3	2	50%
Special Events	0	0	0	0	0	0%
Total Number of Inquiries	2	3	2	3	2	50%
INQUIRIES ASSOCIATED WITH						
Buchanan Field Airport		2	2	2	2	
Byron Airport		0	0	0	0	
Law Enforcement/Life		0	0	0	0	
Military		0	0	0	0	
Non-associated		1	0	1	0	
TIME OF INCIDENT						
Day (0700 - 1700)		3	2	3	2	
Evening (1700 - 2200)		0	0	0	0	
Night (2200 - 0700)		0	0	0	0	
All Times		0	0	0	0	
TYPE OF INQUIRY						
Noise		0	1	0	1	
Low Flying		0	0	0	0	
Noise and Low Flying		1	1	1	1	
Too Many Aircraft		2	0	2	0	
Too Often		0	0	0	0	
Training		0	0	0	0	
Multiple Events		0	0	0	0	
Other/Unknown		0	0	0	0	
TYPE OF AIRCRAFT						
Jet		0	0	0	0	
Single Engine		3	1	3	1	
Multi Engine		0	0	0	0	
Helicopter		0	0	0	0	
UAS		0	0	0	0	
All Types		0	0	0	0	
Unknown		0	1	0	1	
TOTAL AIRCRAFT OPERATIONS		5,635	8,638	5,635	8,638	-35%
INQUIRIES PER 10,000 OPERATIONS		5	2	5	2	130%
INQUIRIES PER 10,000 OPERATIONS - BUCHANAN ONLY		4	2	4	2	53%

Noise Abatement Charts January-26



Jan-26

	Jan 2026	Jan 2025	YTD 2026	YTD 2025	% CHANGE 2026/2025
AIRCRAFT OPERATIONS					
Total Operations	5,635	8,638	5,635	8,638	-35%
Local Operations	2,424	4,455	2,424	4,455	-46%
Itinerant Operations	3,056	3,983	3,056	3,983	-23%
Total Instrument Ops	155	200	155	200	-23%
BUCHANAN FIELD AIRPORT					
Fuel Flowage:					
100 Octane	8,725	11,617	8,725	11,617	-25%
Jet Fuel	95,730	108,810	95,730	108,810	-12%
Total	104,456	120,427	104,456	120,427	-13%
BYRON AIRPORT					
Fuel Flowage:					
Byron 100 Octane	2,431	5,138	2,431	5,138	-53%
Jet Fuel	200	250	200	250	-20%
Total	2,631	5,388	2,631	5,388	-51%
Glider Operations	168	212	168	212	-21%
Tow Aircraft	39	53	39	53	-26%
Glider Aircraft	39	53	39	53	-26%



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-892

Agenda Date: 3/12/2026

Agenda #: 7.a.

AAC Vacancy Update

TERMS EXPIRED 2/28/26

District 1 – Vincent Salimi

District 4 – Gareth Ashley

District 5 – Christopher Baker

Member-at-Large – Eric Meinbress

VACANT SEATS

District 3

Airport Neighbor – Byron



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-893

Agenda Date: 3/12/2026

Agenda #: 7.b.

BYRON AIRPORT

Hangar Waiting List Applicant Name

1	Soto, William
2	Oelrich, Matthew Alan
3	Allen (Highernet, LLC)
4	Simi (Discovery Aviation LLC)
5	Simi, Bonny
6	MacDonald (GBA Holdings, LLC)

Notes:

- Hangar Waiting List Applications ("Applications") are listed in the order that the Application and fee are received. Applications are not deemed complete until the \$40 fee has been paid.
- When a hangar becomes available, an email notification will be sent to those who have selected that hangar.
- If you were an existing hangar waiting list applicant prior to 10/7/25, and you resubmitted your Application and fee prior to 11/30/25, then your list position remained the same.

BUCHANAN FIELD AIRPORT

Hangar Waiting List Applicant Name

1	Salah, Danny
2	Mariotti (CCR Aviation, LLC)
3	Zeidler (Concord Trailer)
4	Grossi (Sorenton Holdings, LLC)
5	Sonnikson (3DS Holdings)
6	Potter (55X LLC)
7	Berstein, Michael
8	Alkhoury (Rising Wings Aviation, LLC)
9	Young, Ryan
10	Wilson, Evan
11	Reiland, Hal
12	Gardner (Fair Haven Aviation, LLC)
13	Conner, Jon
14	Logan, Colin
15	Mink, Stephen
16	Fahmi, Inger (PA46 Capital LLC)
17	Steinberg (2DD Aviation, LLC)
18	Trapani, Chris
19	Baloyra, George
20	Pelissier (Lalo Entertainment, LLC)
21	Simi (Discovery Aviation, LLC)
22	Hania (Medi-Tek, Inc.)
23	Kreling (Diamond West, LLC)
24	Olson (Experimental Flight Test Solutions)
25	Bernal, Cresencio
26	Katona (N18MD Aviation, LLC)
27	Federov, Roman
28	Brindle, Rachel
29	Allen (Highernet, LLC)
30	Harhay, Michael
31	Oelrich, Matthew Alan
32	Sims, Daniel
33	Macdonald (GBA Holdings, LLC)
34	Salimi Management, LLC
35	Wessbecher (S&W Air LLC)
36	Simi, Bonny
37	Sasser, Lance
38	McFarlane, Bradley & Taylor
39	Woll, John
40	Grady, Seamus
41	Ausman (Red 15, LLC)
42	Moody, Peter

Notes:

- Hangar Waiting List Applications ("Applications") are listed in the order that the Application and fee are received. Applications are not deemed complete until the \$40 fee has been paid.
- When a hangar becomes available, an email notification will be sent to those who have selected that hangar.
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CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-894

Agenda Date: 3/12/2026

Agenda #: 7.c.



**Office of the County Counsel
Contra Costa County**

1025 Escobar Street, Third Floor
Martinez, CA 94553
Phone: (925) 655-2200
Fax: (925) 655-2263

Date: December 22, 2025

To: Staff to Advisory Bodies

From: Thomas L. Geiger, County Counsel
By: Hannah M. Shafsky, Deputy County Counsel *TS for AMS*

Re: **Brown Act Update on Alternative Remote Teleconferencing Option and Remote Participation as a Reasonable Accommodation**

This memo describes two changes to Brown Act rules that allow advisory body members to participate in meetings remotely. Senate Bill 707 (“SB 707”), effective January 1, 2026, amends the Brown Act’s alternative remote teleconference meeting procedures by adding new reasons for a remote appearance for “just cause.” The attached chart provides a detailed summary of all requirements for “just cause” teleconferencing as well as the requirements for traditional teleconferencing, which have not changed.

SB 707 also expressly allows members of legislative bodies to participate in meetings remotely as a reasonable accommodation for a disability.

Changes to Alternative Teleconferencing Procedures

Under the Brown Act, advisory body members may participate in meetings remotely for a “just cause” reason. SB 707 eliminates the “emergency circumstances” provision and adds the following three reasons for a remote appearance for “just cause”:

- (1) An immunocompromised child, parent, grandparent, grandchild, sibling, spouse, or domestic partner of the advisory body member that requires the member to participate remotely.
- (2) Military service obligations that result in an advisory body member being unable to attend in person because they are under official written orders for duty required as a member of the California National Guard or U.S. Military Reserve organization that requires the member to be at least 50 miles outside the boundaries of the local agency.
- (3) A physical or family medical emergency that prevents an advisory body member from attending in person.

The language in subsection (3) is the same language that previously permitted a member to request to appear remotely for “emergency circumstances,” which required

the body to act on the request.¹ There is no requirement that the body take action to allow the member to attend remotely for any “just cause” reason, including for a medical emergency.

If a member participates remotely for “just cause,” the meeting minutes must identify the specific just cause provision that the member relied upon to participate remotely.

SB 707 retains the requirements that at least a quorum of members of the body participate in person and that the quorum meets in a single, physical location clearly identified on the agenda that is open to the public and situated within the agency’s territorial jurisdiction.

SB 707 limits the number of times a member may appear remotely for just cause as follows:

- (1) two meetings per year if the body regularly meets once per month or less;
- (2) five meetings per year if the body regularly meets twice per month; and
- (3) seven times per year if the body regularly meets three or more times per month.

These provisions will remain in effect until January 1, 2030.

There are no substantive changes to the rules regarding the traditional teleconferencing option.

Remote Attendance as a Reasonable Accommodation

SB 707 also permits a member of a legislative body with a disability² to participate in a meeting remotely as a reasonable accommodation. To do so, the member is required to:

- (1) Participate through both audio and visual technology, except that any member with a disability may participate through audio technology only if a physical condition related to the disability results in a need to participate off camera; and
- (2) Disclose at the meeting before any action is taken whether any other individuals 18 or older are present in the room with the member and the general nature of the member’s relationship with the individual(s).

¹ The “emergency circumstances” provision is no longer a separate reason for remote attendance, since “medical emergency” is now a “just cause” reason.

² SB 707 defines “disability” as a “physical or a mental disability as those terms are defined in Section 12926 and used in Section 12926.1, or a disability as defined in Section 12102 of Title 42 of the United States Code.” (Gov. Code, § 54953(e)(1).)

Remote participation as a reasonable accommodation is treated as in-person attendance at the physical location for all purposes, including any requirement that a quorum of the body participate from the same location.

Procedure for Requesting Remote Attendance as a Reasonable Accommodation

Before an advisory body member with a qualifying disability attends a meeting remotely, the member must request to appear remotely as a reasonable accommodation and receive approval from the Clerk of the Board.

To request this accommodation, the member must submit a written request to the Clerk of the Board at least one week before the time of the first meeting for which remote attendance is requested. The request may be in a letter or via email, with the phrase “Advisory Body Reasonable Accommodation” in the subject line. Requests should be sent to clerkoftheboard@cob.cccounty.us. The Clerk of the Board will evaluate and approve or deny the request using the following criteria:

1. The request to attend remotely as a reasonable accommodation must include the following:
 1. A self-attestation that the accommodation is needed as a result of a disability.
 2. A general description explaining the need for the accommodation, which need not exceed 20 words. The member does not need to submit medical documentation or disclose a medical diagnosis or disability.
 3. The duration of the requested accommodation.
 4. The name of the advisory body on which the member sits.
2. In consultation with the member with a disability, the Clerk of the Board will determine if the request is approved and the most effective way to provide the accommodation. Responses to reasonable accommodation requests will be provided in writing in a timely manner before the start of the specific meeting. Otherwise, the response will be provided orally, followed by written confirmation.
3. If the Clerk of the Board approves remote appearance as a reasonable accommodation, the member may appear remotely at meetings for the approved duration of the accommodation. Members may be granted a teleconferencing accommodation on a permanent basis or a temporary basis. The duration will be determined in accordance with the member’s disability-related needs. For temporary disabilities, the member may need to seek recertification from time to time, as determined by the Clerk of the Board.

Procedures for Attending Meetings Remotely as a Reasonable Accommodation

During every meeting that a member attends remotely as an approved reasonable accommodation, the member must:

1. use two-way, real-time video and audio streaming; and
2. disclose the presence of other adults at the remote location and nature of the member's relationship with these individuals.

When a member attends a meeting remotely as an approved reasonable accommodation, the following Brown Act requirements are waived with respect to the remote location:

1. Including the teleconference location in the notice and agenda;
2. Posting the meeting agenda at the teleconference location; and
3. Allowing public access to the teleconference location.

HMS:

Attachment: Teleconference Meeting Options Chart

cc: Board of Supervisors
Monica Nino, County Administrator
Jami Morrirt, Chief Assistant Clerk of the Board

H:\2025\County Administrator\updated teleconferencing and reasonable accommodation guidance - final.docx

Teleconference/Remote Meeting Options

	Traditional Teleconferencing (Gov. Code, § 54953(b).)	Alternative Teleconferencing (Gov. Code, §§ 54953.8, 54953.8.3)
Applicable Timeframe	<ul style="list-style-type: none"> ▪ Available anytime. 	<ul style="list-style-type: none"> ▪ Available between <u>January 1, 2026</u> and <u>January 1, 2030</u>.
Who May Appear Remotely and Quorum Requirements	<ul style="list-style-type: none"> ▪ Individual board members, if at least a quorum of the members of the body participate from locations within the jurisdictional boundaries of the body. 	<ul style="list-style-type: none"> ▪ Individual board members if: <ol style="list-style-type: none"> (1) a quorum of the members of the body participates in person; and (2) the quorum meets in a single, physical location clearly identified on the agenda that is open to the public and situated within the agency’s jurisdiction.
Bases for Remote Appearance	<ul style="list-style-type: none"> ▪ Applies when a board member is unable to attend in person. 	<ul style="list-style-type: none"> ▪ A member may appear remotely for “Just Cause,” which is any of the following: <ol style="list-style-type: none"> (1) A need to care for a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner; (2) A contagious illness that prevents a member from attending in person; (3) A need related to a physical or mental disability that is not otherwise accommodated for; (4) Travel while on official business of the body or another state or local agency; (5) An immunocompromised child, parent, grandparent, grandchild, sibling, spouse, or domestic partner of the member that requires the member to participate remotely; (6) Military service obligations that result in a member being unable to attend in person because they are under official written orders for duty required as a member of the California National Guard or U.S. Military Reserve organization that requires the member to be at least 50 miles outside the boundaries of the local agency; and (7) a physical or family medical emergency that prevents a member from attending in person.

	Traditional Teleconferencing (Gov. Code, § 54953(b).)	Alternative Teleconferencing (Gov. Code, §§ 54953.8, 54953.8.3)
Notification Requirements	<ul style="list-style-type: none"> ▪ No additional requirements. 	<ul style="list-style-type: none"> ▪ The member must notify the body at the earliest possible opportunity, including at the start of a regular meeting, of the need to participate remotely. ▪ The member must provide a general description of the circumstances relating to their need to appear remotely. ▪ There is no requirement that the body take any action. ▪ The member is not required to disclose any medical diagnosis or disability, or any personal medical information that is otherwise confidential.
Agenda and Public Access and Comment Requirements	<ul style="list-style-type: none"> ▪ The teleconference location must be open to the public. ▪ The agenda must be posted at all meeting locations, including the teleconference location. ▪ The agenda must identify all meeting locations, including the teleconference location. ▪ The agenda must provide for public comment at all meeting locations, including the teleconference location. 	<ul style="list-style-type: none"> ▪ Must provide notice and post agendas as otherwise required under the Brown Act and must indicate on the notice how the public may access the meeting and offer comment. ▪ The agenda must include an opportunity for all persons to attend and address the body via a call-in option, an internet-based service option, and at the in-person location. ▪ The law does not require that the agency post an agenda at the remote location, include the address of the remote location, or provide for public access to the remote location. ▪ The body may not require public comments to be submitted in advance and must allow the public to address the body and comment in real time. ▪ An individual may be required to register for public comment before being allowed to comment, where the body uses a third-party platform (like Zoom) for the meeting.

	Traditional Teleconferencing (Gov. Code, § 54953(b).)	Alternative Teleconferencing (Gov. Code, §§ 54953.8, 54953.8.3)
Voting Requirements	<ul style="list-style-type: none"> ▪ Members must vote by rollcall. 	<ul style="list-style-type: none"> ▪ Members must vote by rollcall.
Technological Requirements		<ul style="list-style-type: none"> ▪ The public must be able to remotely hear and visually observe the meeting, and remotely address the body. Thus, the body must provide either: <ol style="list-style-type: none"> (1) a two-way audiovisual platform; or (2) a two-way telephonic service and a live webcasting of the meeting. <p>A two-way audiovisual platform may be structured to disable the use of video for the public participants.</p>
Other Requirements		<ul style="list-style-type: none"> ▪ If a member participates remotely, the member must also: <ol style="list-style-type: none"> (1) Publicly disclose at the meeting before any action is taken, whether any other individuals 18 years or older are in the room at the remote location with the member and the general nature of the member’s relationship with such individuals; and (2) Participate through both audio and visual technology. ▪ If the broadcasting of the meeting to the public by phone or internet service is disrupted, or a disruption within the local agency’s control prevents members of the public from commenting using the phone or internet service, the body shall not take any action at the meeting, until public access to the meeting via the phone option or the internet service option is restored. Actions taken on agenda items during a disruption that prevents the body from broadcasting the meeting may be challenged pursuant to Section 54960.1. ▪ The body must have and implement a procedure for receiving and quickly resolving

	Traditional Teleconferencing (Gov. Code, § 54953(b).)	Alternative Teleconferencing (Gov. Code, §§ 54953.8, 54953.8.3)
		<p>reasonable accommodation requests for individuals with disabilities. Any doubt should be resolved in favor of accessibility.</p> <ul style="list-style-type: none"> ▪ The meeting minutes must identify the specific just cause provision (with reference to the specific provision of law) that each member relied upon to participate remotely.
Limitations on Frequency of Remote Appearances	<ul style="list-style-type: none"> ▪ None. 	<ul style="list-style-type: none"> ▪ A member may participate remotely for “just cause” for no more than the following number of meetings: <ol style="list-style-type: none"> (1) 2 meetings per year, if the body regularly meets once per month or less; (2) 5 meetings per year, if the legislative body regularly meets twice per month; and (3) 7 meetings per year, if the body regularly meets three or more times per month.

Note: If a member participates remotely as a reasonable accommodation for a disability, it is considered in-person attendance.



CONTRA COSTA COUNTY

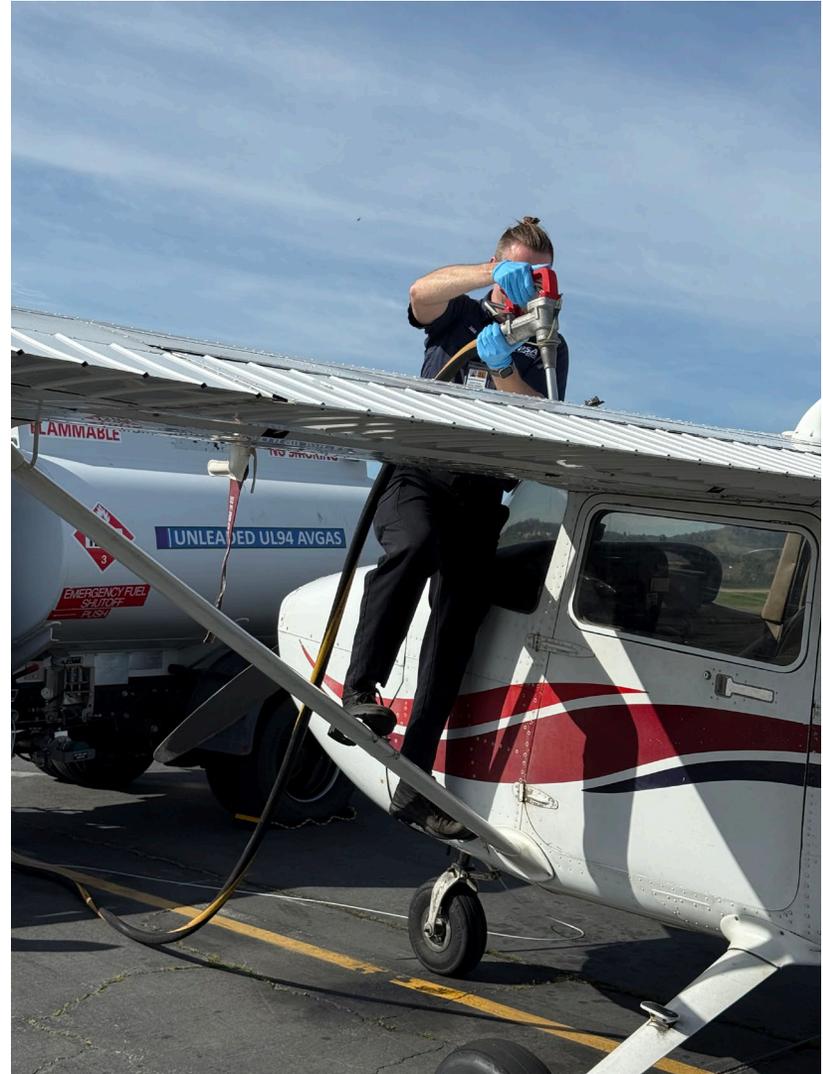
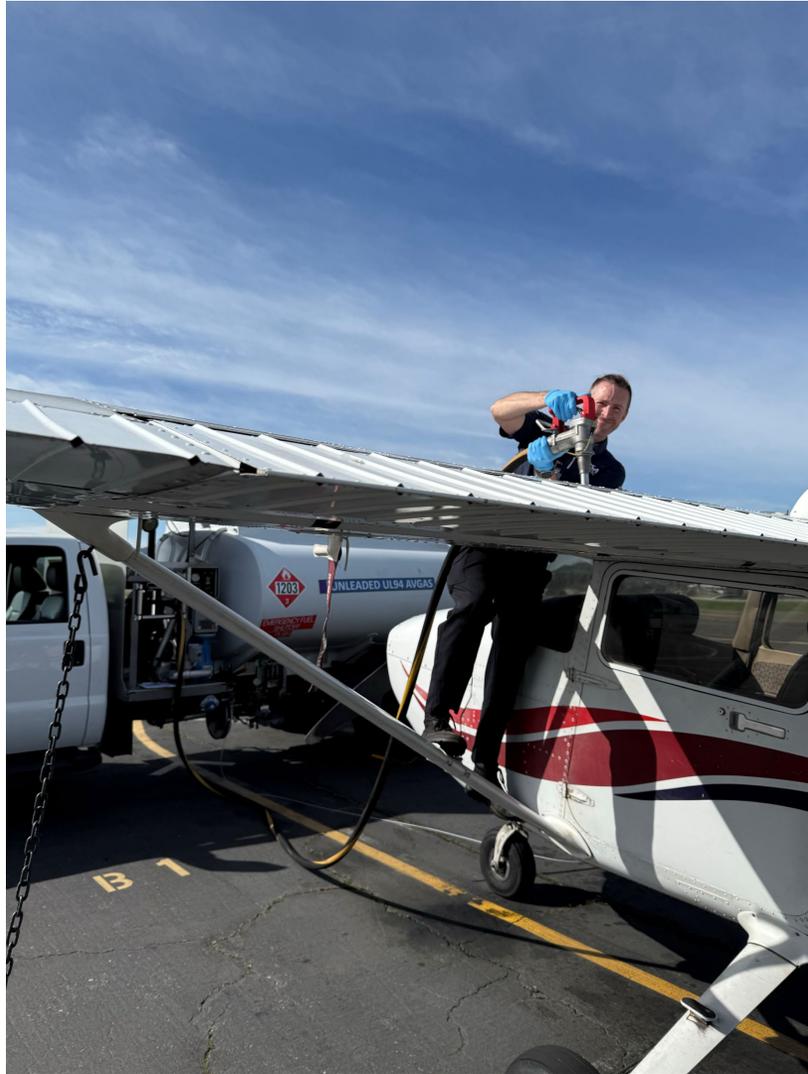
1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-895
7.d.i.

Agenda Date: 3/12/2026

Agenda #:





CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-896
7.d.ii.

Agenda Date: 3/12/2026

Agenda #:

MARATHON

COMMUNITY BENEFITS AGREEMENT (CBA) GRANTS

BIDDERS' CONFERENCE

ALL INTERESTED ORGANIZATIONS AND COMMUNITY MEMBERS SEEKING TO APPLY

ARE REQUIRED TO REGISTER AND ATTEND
IN PERSON **OR** VIRTUALLY

Learn about the **APPLICATION PROCESS, ELIGIBILITY REQUIREMENTS, FUNDING PRIORITIES,** and receive guidance on preparing **GRANT PROPOSALS.**



THURSDAY, MARCH 19, 2026

9:00 AM - 11:00 AM

LOCATION:

CONTRA COSTA COUNTY ADMINISTRATION BUILDING
1025 ESCOBAR STREET, MARTINEZ, CA.
CONFERENCE ROOM #110A

REGISTRATION:

[HTTPS://MARATHON-BIDDERS-2026.EVENTBRITE.COM](https://marathon-bidders-2026.eventbrite.com)

ALL INTERESTED ORGANIZATIONS AND COMMUNITY MEMBERS SEEKING TO APPLY ARE **REQUIRED TO REGISTER** AND ATTEND THE BIDDERS' CONFERENCE EITHER IN PERSON **OR** VIRTUALLY. ADDITIONAL UPDATES AND APPLICATION TIMELINES WILL BE SHARED SOON.

THE **MARATHON CBA** REPRESENTS A **\$10 MILLION INVESTMENT OVER 10 YEARS** TO BENEFIT **VINE HILL, PACHECO, AND CLYDE.**

OFFICE OF SUPERVISOR **SHANELLE SCALES-PRESTON**
CONTRA COSTA COUNTY, **DISTRICT 5**



REGISTER HERE!



CONTRA COSTA COUNTY

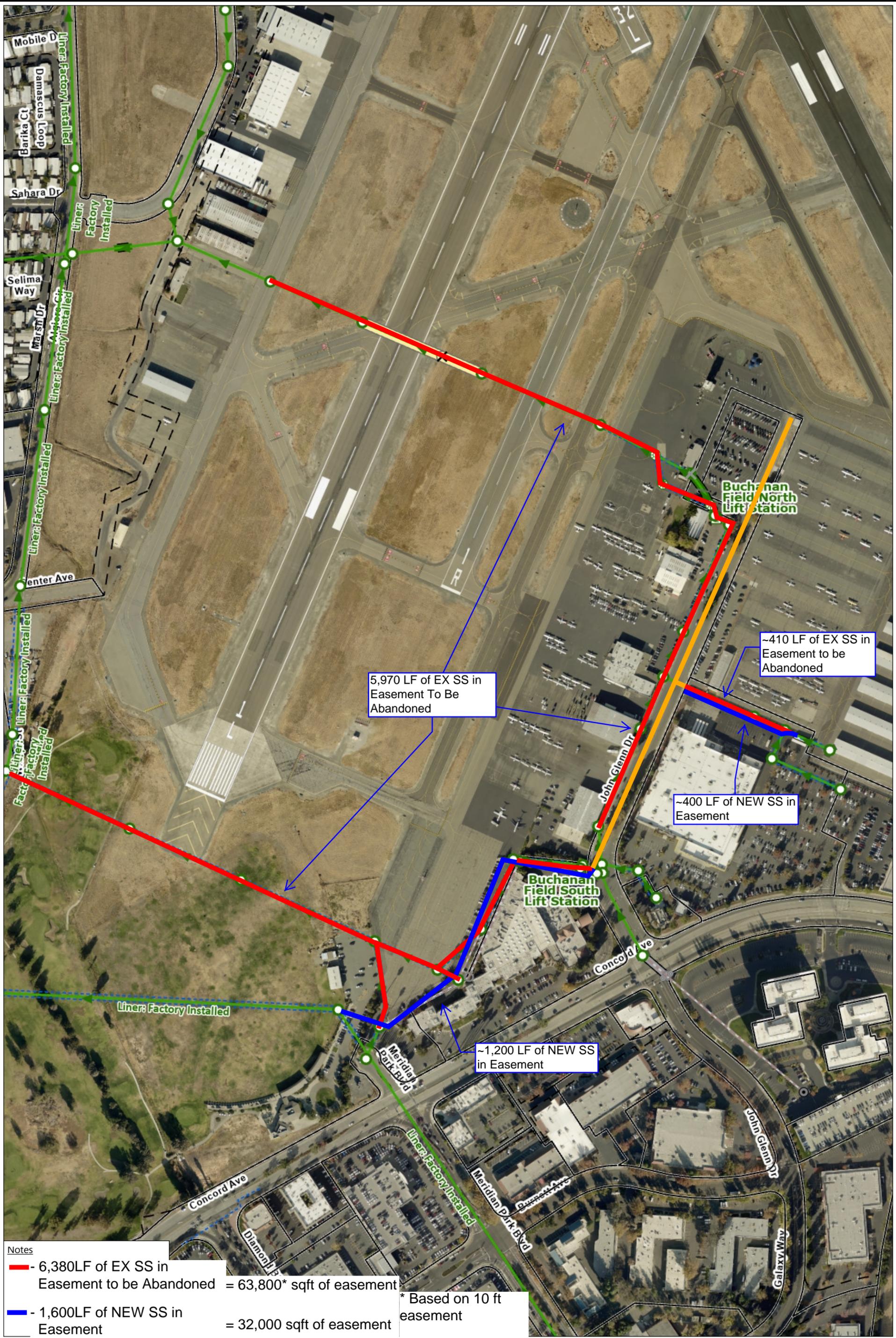
1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-897

Agenda Date: 3/12/2026

Agenda #: 7.f.



Notes

— - 6,380 LF of EX SS in Easement to be Abandoned	= 63,800* sqft of easement
— - 1,600 LF of NEW SS in Easement	= 32,000 sqft of easement

* Based on 10 ft easement



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 26-898

Agenda Date: 3/12/2026

Agenda #: 7.g.

Contra Costa County Airports Division Economic Activity

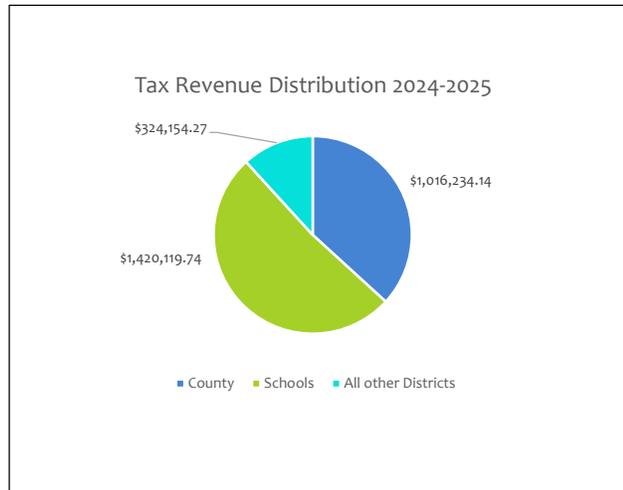
Airports Division by the numbers:

Revenues from FY 2022-23 to FY 2024-25			
	Fiscal Year 2022/2023	Fiscal Year 2023/2024	Fiscal Year 2024/2025
Revenue Sources			
Aircraft Tax	\$1,500,119	\$1,913,402	\$1,772,943
Unsecured & PI	\$738,467	\$773,364	\$797,567
Secured	\$190,340	\$190,340	\$190,000
Transient Occupancy Tax	\$375,324	\$249,874	\$235,505
Airport Leases & Licenses	\$4,181,331	\$4,329,065	\$4,694,509
Total	\$6,985,581	\$7,456,045	\$7,690,524

Annual Airport Generated Revenue Contribution to County and Others

Revenue Distribution FY 2024-25
(Total \$2,760,508)

* Over the past 5 years, Airport business activity has resulted in over **\$12.5M** in revenue to Schools and the County



The data below shows that 2019 had the highest passenger count at 21,203, which has bounced back since Covid, but 2025 numbers are still well below 2019. The primary reason for the decline is that JSX has reduced the number of annual routes based on runway length and passenger demand. While runway length cannot be addressed in the short term, passenger loads can be helped through increased airport marketing.

